



Official Minutes
Planning Commission Regular Meeting | 5:30 PM
Wednesday, August 13, 2025
Town Hall / Council Chambers - 302 Pine St Minturn, CO

The agenda is subject to change, including the addition of items 24 hours in advance or the deletion of items at any time. The order of agenda items listed are approximate.
This agenda and meetings can be viewed at www.minturn.org.

Meeting Access Information and Public Participation:

This will be an in-person meeting with access for the public to attend in person or via the Zoom link included. Zoom Link: <https://us02web.zoom.us/j/89818544524>

Zoom Call-In Information: 1 651 372 8299 or 1 301 715 8592 **Webinar ID:** 898 1854 4524

Please note: All virtual participants are muted. In order to be called upon an unmuted, you will need to use the “raise hand” feature in the Zoom platform. When it’s your turn to speak, the moderator will unmute your line and you will have five minutes for public comment.

Public Comments: If you are unable to attend, public comments regarding any items on the agenda can be submitted to Madison Harris, Planner 1, prior to the meeting and will be included as part of the record.

1. Call to Order

Lynn Teach called the meeting to order at 5:30 p.m.

2. Roll Call and Pledge of Allegiance

Planning Commission Chair Lynn Teach and Planning Commission Members Jeff Armistead, Amanda Mire, Eric Rippeth, and Darell Wegert.

Staff Members Present: Assistant Town Attorney Harper Powell, Planning Director Scot Hunn, and Planner II Madison Harris.

Note: Michael Boyd is excused absent.

3. Approval of Regular Agenda

Opportunity for amendment or deletions to the agenda.

Motion by Amanda M., second by Eric R., to approve the agenda as presented. Motion passed 5-0.

Note: Michael B. is excused absent.

4. Approval of Minutes

A. July 23, 2025

Motion by Eric R., second by Jeff A., to approve the minutes of July 23, 2025 as presented. Motion passed 5-0.

Note: Michael B. is excused absent.

5. Declaration of Conflicts of Interest

No conflict of interest.

6. Public Comment

Citizens are invited to comment on any item not on the regular Agenda subject to a public hearing. Please limit your comments to five (5) minutes per person unless arrangements have been made for a presentation with the Town Planner. Those who are speaking are requested to state their name and address for the record.

No public comment.

7. Special Presentations

Presentations are limited to 5 minutes. Invited presentations are limited to 10 minutes if prior arrangements are made with the Town Clerk.

8. Design Review and Land Use Public Hearings

- A.** Ordinance TBD - Series 2025 An Ordinance Amending Chapter 16 of the MMC to Add Article 27, Natural Medicine Businesses and to Make Changes to the Use Tables in Sections 16-5-40, 16-6-70, and 16-7-60
Harper P. introduced the agenda item.

Darell W. asked about Sec. 16-27-40(k)

Lynn T. has concerns with the start time being at 7 am. Would prefer it to be at 8. Would like to see in the 100 Block that it should only be on the second level in 100 Block A and B.

Amanda M. is fine with 7 am time.

Public Comment opened.

No public comment.

Public Comment closed.

Harper P. brought up suggested changes to verbiage to ensure consistency.

Motion by Amanda M., second by Darell W., to forward a recommendation of approval to the Town Council of Ordinance TBD - Series 2025 An Ordinance Amending Chapter 16 of the MMC to Add Article 27, Natural Medicine Businesses and to Make Changes to the Use Tables in Sections 16-5-40, 16-6-70, and 16-7-60 with the amendments that verbiage be updated to match what's currently in our code, to move it to second floor and above in the 100 Block, and to add a paragraph referencing Minturn Forward. Motion passed 5-0.

Note: Michael B. is excused absent.

9. Discussion / Direction Items

- A.** Minturn Forward: Land Use Code Update - Review Draft Article 3: Zoning Regulations
Matt Farrar, Western Slope Consulting.

Lynn T. would like to ensure that the public comments for MU3 are being addressed.

Jeff A. would like to revisit the discussion for R2 – setbacks as it relates to Cross Creek.

Darell W. is concerned about some of the conditional uses in R2 as it relates to Cross Creek.

Amanda M. would like to see MU1 and MU3 to be more equal.

Discussion ensued about building height in MU3.

- Jeff A. is supportive of 35' in MU1.
- Lynn T. stated that MU3 should remain 28'.
- Direction given to change the 400 Block of Main Street river side be changed to MU3 and retain 28' building height.

Lynn T. asked for a copy of the state statute regarding noise regulation.

Jeff A. wants to make sure that any code on air quality states how they are measurable and not subjective.

Amanda M. asked that the smoke emission section be measurable but also align with the other sections of code that deal with smoke.

Scot H. would like to visit the storage of hazardous materials section to require a hazardous materials storage plan as a submittal requirement.

Accessory Dwelling Unit

- Eric R. asked if there was a way to not have them be short term rented.
- Mr. Farrar said that there was a way in the standards to say that ADUs cannot be STRs.
- Direction given was to put in a standard that prohibits STRs in ADUs

Alternative Energy

- Any power plant type should be pulled out and turned into a conditional use
- Amanda M. suggested getting a term for what the whisky place is doing.
- Lynn T. suggested looking into how loud the wind turbines are typically

Animal Boarding

- Lynn T. suggested looking into a boarding tax
- Amanda M. suggested adding a standard for state licensing and verify that our standards don't conflict with the state requirements

Animal Hospital

- Seems appropriate in Makerspace and MU2

Bed and Breakfast

- Amanda M. asked why Bed and Breakfast is a conditional use in MU1 when Commercial Accommodations is a use by right

Drive-thru/up establishments

- Jeff A. pointed out that this type of business probably couldn't happen many places. Asked if we should add some language that requires demonstration of a valid CDOT access permit if the use is being accessed off of Hwy 24. Maybe bolster the queuing section with this?

Family Child Care Home

- Amanda M. suggested adding an option instead of queuing that they provide an operations plan with pick up/drop off times. Suggested checking to see if the 12 children require an assistant added to the primary caretaker

Group Residential Facility

- Does this cover the special needs care in the old bank? What does that fall into?

Health/Medical Office

- Should be a use by right

Motor Vehicle Sale, Service, and Repair

- Darell W. asked if we could add small engine repair to this use
- Amanda M. suggested a use for Small Electronic Repair

Outdoor Storage

- Amanda M. in favor of screened and unscreened. Suggested adding criteria that uses like this have firewise standards

Personal Services

- Should be a use by right in MU3

Professional Offices

- Should be a use by right in MU3

Restaurant

- Direction is that restaurant should be a conditional use in all mixed use zone districts

Small Appliance Repair

- Amanda M. thinks this should be a use by right if it is in MU1

10. Staff Reports

A. Manager's Report

11. Planning Commission Comments

Lynn T. thanked Amanda M. for her comments on the High Powered Transmission Line. She is lodging a complaint about a collection of cigarette butts outside of the bunkhouse and wants a place to have those disposed of.

Amanda M. reminded people that bears are out so people need to lock up their trash. People need to get their go bags just in case of fire.

Jeff A. wants to ensure that the exterior lights for Minturn North are dark sky compliant.

12. Future Meetings

A. August 27, 2025

B. September 10, 2025

September 24, 2025

Amanda M. won't be here

13. Adjourn

Motion by Darell W., second by Jeff A., to adjourn the regular meeting of August 13, 2025 at 9:34 p.m. Motion passed 5-0.

Note: Michael B. is excused absent.



Lynn Teach, Commission Chair

ATTEST:



Scot Hunn, Planning Director